

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FORT WORDEN PUBLIC DEVELOPMENT AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO CONTRACTS FOR IMPROVEMENTS TO THE GUARDHOUSE

RECITALS:

- A. This Resolution authorizes the Executive Director to proceed with restaurant and related improvements at the Guardhouse (Building 300).
- B. A restaurant at the Guardhouse has been among plans that the Executive Director and Board have been reviewing for some time. Proposed renovation plans have been reviewed by the Board.
- C. The renovation of the Guardhouse into a facility that services food and beverages is intended to serve as only one of several such facilities on the Fort Worden campus – all of which support a range of food services for Fort Worden conference center functions.
- D. There are approximately 68,000 square feet of conference meeting spaces in the park as well as over 400 beds in a variety of overnight accommodations (e.g., dorms, officer row houses, and small units).
- E. Fort Worden PDA (PDA) took over the operation of food services from Bon Appetit (a concessionaire of WSP) on September 2, 2014. The PDA provides catering/food services (with and without alcohol) to many of the meeting rooms and grounds throughout the campus to support our conference users and visitors. In addition, the PDA operates the Commons dining hall (which serves as central dining area, kitchen and food service facility), Commons Café and will also open the Beach Canteen later this year as another food service facility.
- F. These facilities are all an integral part of the conference center and educational operations.
- G. The Guardhouse (3,668 sq. ft.) would serve as another food service facility to better support the Fort’s visitors and the conference center and educational functions. Similar to the other food service facilities the PDA operates, the Guardhouse will provide for lunch and dinner fares as well as serve spirits, beer, cider and wine. The Commons Café and the Beach Canteen also have similar food and alcohol offerings (albeit slightly different menus from what is anticipated at the Guardhouse).
- H. A restaurant at the Guardhouse provides another common and attractive amenity to those seeking a place to host educational programs, hold a conference or book a stay. It would serve to attract expanded educational and conference opportunities at the Fort. Educational and conference providers would – with the Guardhouse - have another amenity for the guests of seminars, conferences and classes to seek food and beverage facilities to enjoy at the end of the day.
- I. Based on the above, the Board of Directors determines it is appropriate to proceed with restaurant and related improvements to the Guardhouse.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE FORT WORDEN PUBLIC DEVELOPMENT AUTHORITY OF PORT TOWNSEND, WASHINGTON, RESOLVES AS FOLLOWS:

The Executive Director is authorized to make equipment purchases and enter into contracts for Guardhouse restaurant and related kitchen and space improvements up to a total cost of \$150,000. The improvements shall be consistent with the plans and concepts reviewed by the Board.

PASSED this ___ day of _____, 2015, and signed in authentication of its passage this ___ day of _____ 2015

Cindy Finnie, Chairperson

ATTEST:

Gee Heckscher, Secretary

Approved as to Form

Fort Worden PDA Attorney